



ACTON PLANNING BOARD

**Minutes of Meeting
November 5, 2013
Acton Town Hall
Room 204**

Planning Board members attending: Mr. Jeff Clymer (Chair), Mr. Michael Dube (Clerk), Mr. Roland Bourdon, Mr. Ray Yacouby and Mr. Derrick Chin. Also present: Planning Director Mr. Roland Bartl and Planning Board Secretary Ms. Kim Gorman.

Absent: Mr. Rob Bukowski (Vice Chair) was absent.

Mr. Bukowski called the meeting to order at 7:35 PM.

I. Citizens' Concerns

None

II. Consent Agenda – Draft Minutes of 10/01/13 and 10/15/2013

The minutes of 10/01/13 were approved as modified.

The minutes of 10/15/13 were approved as drafted.

III. Reports

CPC – Mr. Bourdon reported some CPA projects are turning back funds left over from previous years. The Board of Selectmen is completing their priority project list for the 2014 CPA project applications.

IV. Public Hearing – 30 Nagog Park – Liberty Mutual Sign Special Permit

No applicant attended. Mr. Bartl explained the application to the Board members who reviewed and discussed the application. No one from the audience had any questions. The Board voted to close the public hearing. Mr. Yacouby moved that the Board approve the decision #13-10 as drafted, Mr. Bourdon 2nd, all voted in favor. Motion carried 5-0.

V. Public Hearing – 100 Discovery Way – Allen Medical Sign Special Permit

Mr. Michael Nordling of Allen Medical explained the application. The proposed sign is 1' taller and 2' wider than what is allowed by right under the bylaw. The sign will be placed in the upper left corner of the front building fascia as noted in the drawings. It will not face Route 2 or any other public road. The sign will be backlit and will be only visible to people once pulled onto the parking lot. Board members reviewed and discussed the application. No one from the audience had any questions. The Board voted to close the public hearing. Mr. Bourdon moved that the Board approve the decision #13-11 as drafted, Mr. Yacouby 2nd, all voted in favor. Motion carried 5-0.

VI. Public Hearing – 271 Great Road - Bank of America Sign Special Permit

Mr. Jason Parillo of Back Bay Signs explained the application. Bank of America would like to replace their existing secondary wall sign on the left side of the building. Only the letters will be illuminated. The primary sign and the freestanding sign are in the process of being permitted by right by the Planning Dept. Board members reviewed and discussed the application. No one from the audience had any questions. The Board voted to close the public hearing. Mr. Bourdon moved that the Board approve the decision #13-12 as drafted, Mr. Yacouby 2nd, all voted in favor. Motion carried 5-0.

VII. Public Meeting – Mass Ave & Main St – Acton Plaza Shopping Center Sign Special Permit

Mr. Keith Hague of E & A Northeast LP explained the various requests enumerated and listed in the application. Board members reviewed and discussed the application. No one from the audience had any questions.

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Approved:

Mr. Bartl asked for direction from the Board to write the decision. The Board voted to close the public hearing. Mr. Yacouby moved to direct Mr. Bartl to draft the decision to approve the signs as requested in the application and to determine that TJ Maxx and HomeGoods are separate business entities with each entitled to its own sign; Mr. Clymer 2nd, all voted in favor. Motion carried 5-0.

VIII. Discuss/Review – Scott Kutil – Zoning in Historic Districts (Windsor Avenue)

Mr. Kutil explained that a Citizen's Petition was brought to a June 3, 2013 Special Town Meeting. Although not acted on, the matter in the petition was sufficiently serious to engage members of the Board of Selectmen, the Planning Director, and the Chair of the Historic District Commission (HDC). Mr. Kutil summarized the reason for the petition: In the petitioners' opinion the current Village Residential zoning in West Acton Village allows out-of-character and out-of-scale development in the West Acton Historic District. The 1994 zoning plan that established Village Residential zoning was created with the hope of stimulating West Acton businesses; yet, in his opinion, this ignored the goal of the previously established West Acton Historic District. Also, the construction of duplexes by-right was allowed by omission. Mr. Kutil gave a presentation intended to further explain his concerns, noting that this was an apparent Planning Board/Zoning v. HDC conflict. Some residents attended and stated their opinions about the matter.

The Board suggested that Chairman Clymer reach out the HDC Chairwoman Ms. Kathryn Acerbo-Bachmann to schedule a future Planning Board/HDC joint meeting to discuss the matter further.

IX. Vote Decision – 171 Great Road – Colonial Chevrolet

Mr. Bartl explained the applicant has cleaned up the area as advised by the ZEO. Board members reviewed the draft decision. No member from the audience had any questions. Mr. Clymer asked to correct the date on the decision to 11/5/2013; and further to state that Mr. Clymer and Mr. Dube had listened to the audio recording of the hearing as they had been unable to attending it, and that both had filed the proper documentation of the Certification under Ch. 79 of the Acts of 2006 (M.G.L. Chapter 39, Section 2313) for voting purposes. Mr. Yacouby moved that the Board approve the amended decision #13-09, Mr. Bourdon 2nd, all voted in favor. Motion carried 5-0.

X. Other Business

1. Administrative Update

Staff reported on the Board of Selectmen's hearing of the CVS site plan special permit application; the construction work at Mass Ave & Main Street Plaza; possible exploration ways to have more sign special permit applications handled administratively by staff. Mr. Clymer suggested that the Town explore a requirement for more regular shaped lots as the current status seems to drive up the cost of open space purchases. The Concord School District's proposed parking of school buses on property off of Knox Trail was also mentioned.

The meeting was adjourned at 9:30 PM.

Respectfully Submitted,
Kim Gorman